

**CHESTERFIELD COUNTY PURCHASING DEPARTMENT**  
**CONTRACT PRICING/INFORMATION SHEET**

Lighting Maintenance Inc.  
Attention: Richard Yoder  
832 Oregon Avenue, Suite A  
Linthicum, MD 21090

Telephone: 877-279-7373  
Cell Phone: 804-389-9025  
Fax: 877-279-7374  
Contact: Kimberly Holden  
Email: kholden@lightingmaintenance.com  
Terms: Net 30  
F.O.B.: Destination  
Response: Response time of service:  
Normal or scheduled service: Contractor must  
respond within 4 hours of notification to  
schedule or acknowledge service request. Work  
will be performed within 10 days after receipt  
of order. Emergency Request: Contractor must  
have crew on site within 2 hours after receipt of  
notification.

**CONTRACT SUBJECT:** Athletic Lighting Services  
**PRODUCT CODE:** 988-54  
**CONTRACT PERIOD:** November 15, 2016 through November 30, 2017  
First of Five Terms  
**CONTRACT NUMBER:** 16-1434

**PURPOSE:**

The purpose of this requirements contract is for Athletic Lighting Services for Chesterfield County and Chesterfield County Public Schools (herein referred to as County) athletic facilities and parks.

**INSTRUCTIONS:**

The contractor shall provide services only after receipt of a written or verbal Chesterfield County Purchase Order containing a purchase order number. Any services provided without a written purchase order or a verbal request containing a purchase order number shall be at the contractor's expense.

The using department/schools shall include the applicable contract number on each purchase requisition/purchase order.

Purchase Orders issued against the contract are limited to goods and services contained in the contract.

## PRICING SCHEDULE

DESCRIPTION	UNIT PRICE
LAMP REPLACEMENT	\$60.00 /LAMP
LENS REPLACEMENT	\$10.00 /LENS
ELECTRICIAN	\$55.00 /PER HR.
HELPER	\$25.00 /PER HR.
50' BUCKET TRUCK	\$35.00
70' BUCKET TRUCK	\$70.00
95' BUCKET TRUCK	\$100.00
110' BUCKET TRUCK	\$95.00
MINI EXCAVATOR, MIN. 14,000 LB	\$35.00
COMPACT LOADER, 100HP	\$30.00
TRENCHER, 10,000 LB	\$30.00
SERVICE TRUCK	\$45.00
15 TON CRANE	\$75.00
18 TON CRANE	\$75.00
AUGER TRUCK	\$50.00
BORING MACHINE	\$10.75

### Holiday and Overtime Rates

DESCRIPTION	OVERTIME	HOLIDAY
ELECTRICIAN	\$82.50 /PER HR.	\$110.00 /PER HR.
HELPER	\$37.50 /PER HR.	\$50.00 /PER HR.

Overtime: Any overtime is to be approved in advance by appropriate County staff. Regular time will be considered 8 hours or less per day. Overtime rates will not be effective until eight (8) hours per day have been worked.

Holidays: Chesterfield County will consider the following holidays as dates for which the holiday rate will be paid: Lee Jackson Day, Martin Luther King, Jr. Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Day.

Pricing firm during contract period.

## RENEWAL OF CONTRACT

### Contract Term

The initial term of this contract shall be effective from date of award through November 30, 2017.

### Contract Renewal

This contract may be renewed by the County for (4) successive one year periods under the terms and

conditions of the original contract except as stated in subsections a and b below. Price increases may be negotiated only at the time of renewal. Upon a determination by the County to renew this contract for an additional term, written notification will be given to the Contractor.

- a. If the County elects to exercise the option to renew the contract for an additional one-year period, the contract price(s) for the additional one year shall not exceed the contract price(s) of the original contract increased by more than the percentage increase of the Other Services category of the All Urban Consumers section of the Consumer Price Index (CPI-U) of the United States Bureau of Labor Statistics for the latest twelve months for which statistics are available. The source for this index shall be the following: <http://www.bls.gov/cpi>
- b. If during any subsequent renewal periods, the County elects to exercise the option to renew the contract, the contract price(s) for the subsequent renewal period shall not exceed the contract price(s) of the previous renewal period increased by more than the percentage increase of the Other Services category of All Urban Consumers section of the Consumer Price Index (CPI-U) of the United States Bureau of Labor Statistics for the latest twelve months for which statistics are available. The source for this index shall be the following: <http://www.bls.gov/cpi>

#### Contract Extension

The County has the right to extend this contract for up to one hundred eighty (180) days following any term on the contract.

#### **SCOPE OF WORK/SPECIFICATIONS:**

##### **General:**

- Furnish all labor, materials and equipment for adjustment, maintenance, light replacement, lens replacement, and repairs to floodlights and other electrical work at various County owned parks, playgrounds, ball fields, and tennis courts as required by the Parks and Recreation Department and/or School Board Maintenance Department.
- Replace burned out or broken lamps, adjust as required.
- Lamps must be aimed for proper distribution of light on playing fields and courts.
- Height of Light Poles: Maximum 125 feet.
- A minimum crew will consist of one electrician and one helper and unless additional staff is authorized by the County.
- The County will furnish lamps, reflectors, and any other major materials that may be required.
- Chesterfield County utilizes the Musco Control System. Contractor's electrician shall be familiar with this product and installation.

**Billing:**

1. Original invoices for services provided will be submitted by the contractor to Chesterfield County Accounting Department, P.O. Box 40, Chesterfield, VA 23832. All invoices shall include and show the Purchase Order number, the name of the county staff requesting the services, the description of work performed, and all charges, **to include hours and rates and all supplies and/or materials used by the contractor.** Any invoice for payment that does not include hours and hourly rates shall be returned to the contractor.

Invoices that contain charges for any materials purchased by the Contractor on behalf of the County shall include copies of the materials/supply house invoice or ticket to the contractor reflecting the exact materials purchased and the exact cost to the contractor. Any invoice received for payment that includes materials purchased by the contractor and does not include appropriate backup documentation will be returned to the contractor for proper documentation.

2. Labor Rates: Labor rates will include all overhead, profit, mobilization, administrative cost, supervision, individual job/project cost estimations, insurance, union pension fund, workman's compensation, unemployment insurance, social security, etc. **NO ADDITIONAL COST WILL BE ALLOWED.**
3. Lamps and Lens Replacement Rates: The prices for replacement of lamps or lens shall include all materials and equipment necessary for the lamp or lens replacement. **NO ADDITIONAL COST WILL BE ALLOWED.**
4. Miscellaneous Shop Supplies: A per job fee of fifteen (\$15.00) dollars maximum will be allowed for the use of miscellaneous shop supplies that may be used and normally carried on service trucks. Miscellaneous shop supplies may include, but are not limited to: shop towels, wire connectors, glue, solder, small fittings, flux, saw blades, sand paper, sand cloth, hard copper, wire nuts, electrical tape, welding gas, etc.
5. Materials Purchased: All materials purchased and used by the contractor shall be billed at actual cost to the contractor. Actual cost shall be defined as the exact dollar amount paid to a supplier by the contractor for materials to be used on behalf of the county. No additional markup of any kind shall be allowed on materials. Should the contractor have to depart the job site to obtain parts not on hand, a maximum time of one (1) hour of labor time, for a helper only, will be allowed. Any time taken in excess of one (1) hour or any additional trips for materials taken shall be at the expense of the contractor.
6. Equipment Rental: The contractor may be required, during the course of the contract, to rent various equipment needed to provide the work. Any equipment rental used by the contractor shall be billed at actual cost to the contractor. Actual cost shall be defined as the exact dollar amount paid by the contractor for rental of equipment to be used on behalf of the county. No additional markup of any kind shall be allowed on equipment rentals.

7. Electrical permits: All electrical permits are the responsibility of the contractor to obtain.
8. Billing Time: Time shall begin when the contractor arrives on site to begin the work. Billing time shall stop when the contractor leaves the job site. Travel time will **NOT** be allowed.
9. Overtime: Any overtime is to be approved in advance by appropriate county staff. Regular time will be considered less than 8 hours per day. Overtime rates will not be effective until eight (8) hours per day have been worked.
10. Delivery Tickets: The contractor will furnish a priced and itemized ticket for every job. The ticket should include the date, work site and purchase order number and shall be signed by a representative of the requesting department when the work is completed.

**Safety:**

Contractor shall at all times strictly adhere to all OSHA, UL and other applicable safety standards and mandates in the performance of all services. All employees, and any subcontractors of the contractor shall use hard hats, safety goggles, gloves and all safety clothing or apparatus recommended by OSHA and UL. All materials, supplies, tools and equipment shall be approved by, and comply with all OSHA, UL and any other applicable safety standards and mandates.

**Environmental:**

Impacts resulting from this procurement include, but are not limited to:

1. Land Disturbance: trenching, grading and excavation.
2. Waste Management: disposal of mercury bulbs, construction demolition and debris.
3. Other Safety:
  - Lock out-tag out
  - Fall protection
  - Work zone/flagging
  - Steel or pre-cast concrete erection
  - Fire protection
  - Ground fault circuit interrupter devices
4. Material handling: handling and storage, lifting or hoisting with cranes and/or hoist.

If there are any questions regarding this contract, please contact Stacy Seay, Senior Contract Officer, at 804-748-1837.